

THE UNIVERSITY OF TEXAS AT SAN ANTONIO
DOCUMENTS AND PROCEEDINGS OF THE GRADUATE COUNCIL
ACTION MINUTES

ORDER OF BUSINESS

Location: Teams 9/6/2022 3:30-5:00

I. Call to order and taking of attendance

- Present: Natasha Burns, Nancy Membrez, Brian Davies, Elaine Sanders, Patricia Jaramillo, Wei-Ming Lin, Corey Sparks, Chris Hajek, Zachary Tonzetich, William Land, Arkangel Cordero, Jeffrey Howard, Fathali Firoozi, Richard J Harris, Ambika Mathur, Joshua Thurow, Rene Zenteno, Allison Veach, HungDa Wan, Min Wang, Dakai Zhu, Stephanie Westney, Terrence Hill, Richard Gretz, Byongook Moon, Guadalupe Carmona, Alicia Swan, Abraham Gibson, Alfonso Apicella, Priya Prasad, Andrea Aleman, Victor Villarreal, Michael Cepek, Judy Haschenburger, Kathryn Henderson, Ovidio Giberga, Juan Nino, Glenn Dietrich, Angela Lombardi, Samer Dessouky
- Absent: Amina Qutub, Kenneth Walker
- Visitor: Ren Zenteno

II. Consent Agenda

- May 2022 Minutes approved with no discussion
- Special Membership approved with no discussion

III. Reports

A. Committee on Graduate Programs and Courses

- Upcoming reviews
 - MS in Multidisciplinary Studies
 - MA in Multidisciplinary Studies
 - PhD in Computer Engineering

B. Council Chair

- No Faculty Senate update
- Graduate Council members should sign up for at least one committee
 - Graduate Council members can sign up for a committee by emailing Corey Sparks or Clarissa Benavides
 - Corey Sparks and Terrence Hill provided brief descriptions of the Committee on Graduate Programs and Courses and the Committee on Graduate Program Evaluation
 - Complete descriptions are provided in the bylaws for the Graduate Council (available online)

C. Dean of Graduate School

- Annual update (the presentation is available to members of the Graduate Council)
 - Ambika Mathur provided an update regarding: the graduate school mission, reorganization of the graduate school (e.g., enrollment and recruitment now under Strategic Enrollment), PhD production, implementation of the recommendations of the graduate student success task force, graduate school funding, recognition of success in graduate education (e.g., awards for outstanding GTA, outstanding dissertation, outstanding staff award), plan for

center for transdisciplinary training, the center for graduate & postdoc career and professional development, Fall 2022 orientation, and grant proposals

- Provided description of full-time fully funded doctoral students
 - More information available at graduateschool.utsa.edu/tuition-funding/assistantships
 - Student resource center
 - G.R.A.D. (Graduate Resource & Academic Development) Space
 - Offers poster printing, room reservations, headshots, business cards, and other services for graduate students
 - Information has been sent to graduate students via multiple emails and social media posts
 - Graduate Council members are encouraged to share information about the G.R.A.D. center to students in their programs and departments
 - UTSA will be eligible for September 2023 NRUF payout (instead of September 2022)
- D. Secretary
- Open position
 - Student Member
 - Two At-Large positions
- E. Committee on Graduate Program Evaluation
- No report

IV. Unfinished Business

- Discussion on incomplete policy
 - The statement regarding the incomplete policy has been shared in the Graduate Council Teams folder
 - Major change to the policy: if a graduate student has a grade of 'incomplete (IN),' after 1 year the grade of 'IN' will be automatically changed to 'F' if incomplete work is not made up
 - There are some exceptions for students that received IN grades from the Fall 2020 to Summer 2021 semesters (Corey Sparks will verify that the dates in the memo are accurate)
 - Motion that Graduate Council vote electronically about the policy after the conclusion of the September 2022 Graduate Council meeting– motion passed

V. New Business

- Discussion about regularly inviting Associate Deans and Associate Vice Provost of Enrollment Operations to Graduate Council meetings
 - No member of the Graduate Council opposed the recommendation to not allow a standing invitation of Associate Deans or the Vice Provost of Enrollment Operations to Graduate Council meetings
- Final Graduate Council meeting of the year to be held on campus

VI. Adjournment